



# Meeting Minutes

Wednesday, September 28, 2016

**In attendance:**

Terri Ackroyd, Director	Kathleen Engel, Secretary	Lyndsay Arndt
Amy Dieser, Vice Chairperson	Michelle Lyster, Chairperson	Kristine Haug
Sherry Smith-Miranda, Director	Annette Hubick	Helena Hyslop

**1. Call to order (Chair)**

The meeting was called to order by Annette Hubick at 8:22 p.m.

**2. Introductions**

Introductions were skipped as all attendees were introduced at preceding LLSC meeting

**3. Election of 2016/17 Board of the Lakeland Ridge Parent Advisory Council (Chair)**

POSITION	PERSON	MOTION	SECONDED	CARRIED
Chair	Michelle Lyster	Annette Hubick	Kathleen Engel	✓
Vice-Chair	Amy Dieser	Sherry Smith-Miranda	Terri Ackroyd	✓
Treasurer	Randy Schaff	Annette Hubick	Sherry Smith-Miranda	✓
Secretary	Kathleen Engel	Lindsay Arndt	Amy Dieser	✓
Director at Large	Terry Ackroyd	Sherry Smith-Miranda	Annette Hubick	✓
Director at Large	Lyndsay Arndt	Sherry Smith-Miranda	Amy Dieser	✓
Director at Large	Kristine Haug	Amy Dieser	Sherry Smith-Miranda	✓

**4. Amendments to/Adoption of Agenda**

No amendments were required. **Motion** to accept the agenda as presented: Amy Dieser. **Seconded:** Terri Ackroyd. **CARRIED.**

**5. Amendments to/Approval of past minutes of September 8, 2016, regular and special resolution meetings.**

No amendements were required. **Motion** to approve the minutes of the September 8, 2016 regular meeting: Terri Ackroyd. **Seconded:** Amy Dieser. **CARRIED.**

**6. Year End Financial Report (Randy Schaff)**

Annette provided a general update of the financials ending July 31, 2016 as Randy was absent. We were able to maintain the average profit from fundraising to closely match the current year spending resulting in the ability to maintain 1 year of cash reserve. The statements were not adopted as official. This will be done following Randy’s presentation at October PAS meeting.

**7. Appointment of members to audit financial records of 2016/17 year (Chair)**

Bylaws require 2 individuals (not on the board) to audit the statements as prepared by the treasurer at the end of the year. For 2016/17 Annette Hubick volunteered to be 1 of the auditors. Need to investigate/recruit a 2<sup>nd</sup> individual. Will readdress at October meeting.

**8. Proposed changes to Bylaws (Annette Hubick)**

Annette Hubick presented the bylaws to reflect the required changes requested by Registries. These are required in order to obtain approval from Alberta Registries. Sections modified were:

4.1 – wording reverted to original wording from 2011 bylaws to meet specific requirements

12.5 – modified wording around members and officers borrowing funds in name of Society

12.6 – added; stipulates that society itself cannot borrow money

14.2 – noted that the 75% majority approval was a specific percentage provided by Alberta Registries.

**9. Repeal and Replacement of Bylaws (Chair)**

**Motion** to approved the new bylaws and submit to registries for approval: Annette Hubick **Seconded** Lyndsay Arndt. **No discussion – motion CARRIED.**

**10. Hot Lunch report (Terri Ackroyd)**

First cycle (Sept/Oct) produced profit of \$5,487.26.

Terri thought we may wish to consider moving to weekly hot lunches in the next cycle. General discussion around increased cost to families and impact that may have with the introduction of the new nutrition policy. She will look into further before we table for a decision.

**11. ADmazing – results and winners (Shawna Reselat)**

- Better than expected results. Sold 550 books. PAS keeps 50% off every \$20 book sold so that equates to approximately \$5,500.
- Shawna Reselat's daughter won the laptop (by independent draw)
- Classroom winner was Mrs.Verbitsky's class

**12. Fundraisers – time sensitive (Annette Hubick)**

Purdy's – Will defer them until after Christmas. Possibly for February/March time frame

Panago – they are filling up fast so will accept for now to hold spot. If need be may change for a date later in the year.

All other items – tabled for next meeting

**13. Adjournment**

**Motion** to adjourn: Terri Ackroyd at 9:10 p.m. **Seconded:** Sherry Smith-Miranda; **CARRIED.**